





MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
 Performance & Development SOLUTIONS http://learnatpds.iowa.gov/				1
4	5 Shaping Effective & Engaged Teams (MTS ET 001)	6	7 Ethical Issues in Today's Workplace (1/2 Day) (MTS PT 992) Fundamentals of Supervision (MTS NC 151)	8
11	12 Advanced Procurement Certification (MTS AP 001) Dimensions of Behavior (1/2 Day) (MTS GI 312)	13 Advanced Principles of Comm. – Part 2 Coaching (MTS AU 002)	14  New Horizons® Computer Learning Centers	15 The Servant Leader (MTS SL 001)
18  ★ NEW! Over 500 courses available 24/7 from your desk!	19	20 New Cohort January 2018  CPM Certified Public Manager Program	21 Take advantage of State pricing on computer classes through New Horizons. Learn More	22
25 State Holiday	26	27	28	29
<div>Crucial Conversations® course now available contact Kim Hanson 515-401-9542</div>				